

SCOPE OF WORK: Strengthening Self-Advocacy in Arizona (DRAFT_031819)

Part 1:

Total Amount Available

\$150,000 (2018); \$100,000 (2019)

Number of Funded Applicants

Multiple awards will be made

Term of the Contract

The contract period for any approved application is 12 months. The ADDPC may renew for two (2) additional one-year periods, based on contract performance.

Eligibility

This is a Competitive Solicitation. Applicants must have experience in self-advocacy and working directly with individuals with intellectual and/or developmental disabilities (I/DD). The solicitation is open to the following organizations/agencies:

- Nonprofits (must submit a 501(c)(3) determination letter from the IRS)
- Unit of Local Government
- Universities or Community Colleges
- Tribal Governments

Requirements of Applicants

The ADDPC awards contracts to Applicants whose programs are considered the most advantageous to the State, and that can demonstrate the following strengths in their program narrative / methodology, organizational capacity, experienced personnel, and proper usage of federal funds.

- Applicants shall have experience in and use activities that are evidence-based and/or are derived from a best practice model. The activities shall target persons with I/DD, but may include family members, and/or stakeholders in the community.
- Applicants shall have the ability and capacity to target areas of the state and/or populations that are under/unrepresented. Applicant shall have experience in various outreach methods.

- Applicants shall have experience in developing and implementing activities that are culturally, linguistically responsive, age appropriate and sensitive to the persons they serve.
- Applicants shall have experience with establishing partnerships with other community stakeholders that will support the ADDPC objective(s).
- Applicants shall be familiar with and encourage persons with I/DD to use assistive technology (AT), incorporating the usage of AT, as appropriate, in the overall program design.
- Applicants agree to collect evaluation data as stated in the Evaluation section and share information, reports and summaries with the ADDPC, including pictures of participating self-advocates (with participant permission) of the program in action.

Part 2:

DD Act Background & Description of Self-Advocacy

The DD Act, Public Law 106-402, Section 124 (b)(4)(ii) contains the following requirements that ADDPC must meet:

- (I) Establish or strengthen a program for the direct funding of a state self-advocacy organization, led by individuals with developmental disabilities;
- (II) Support opportunities for individuals with developmental disabilities who are considered leaders and/or to provide leadership training to individuals with developmental disabilities who may become leaders;
- (III) Support and expand participation of individuals with developmental disabilities in cross-disability and culturally-diverse leadership coalitions.

Description of Self-Advocacy:

There are several ways that people with developmental disabilities describe and define self-advocacy including:

- Speaking up for themselves;
- Making their voices heard;
- Making their views known;
- Making choices and changes in their own lives;
- Coming together to support each other and have a say in the policies and practices that affect their lives.

Activities of self-advocacy groups include:

- Making people aware of their rights;
- Training and talking to other people about self-advocacy;
- Making information and communication more accessible by using assistive technology, plain language, and audio and visual cues;
- Making concrete changes to improve their lives (i.e. improve voter accessibility);
- Working to increase choices and quality of supports;
- Planning and organizing self-advocacy conferences;
- Assisting people to speak up about abuse and exploitation;
- Organizing to fight against discrimination.

Essentially, leadership training on self-advocacy/self-determination will help individuals make informed choices around integrated options in community life, such as employment, education, housing, and recreation.

Part 3:

Purpose of the RFGA, Objectives and Project Narrative

The purpose of this RFGA is to fulfill the federal requirement to strengthen Self-Advocacy, leadership development, and participation in coalitions.

ADDPC's Goal is stated as: *Establish, strengthen, and expand self-advocacy activities among persons with developmental disabilities so they will become empowered to be self-determined.*

This Goal will be met through the following objectives, and Applicants shall address both in their Project Narrative / Methodology:

Objective 1: The Council will increase and support opportunities for persons with I/DD who are community leaders, to provide leadership training and peer mentoring that will prepare and support their peers who wish to promote the positive perception and inclusion of persons with I/DD in their community.

Objective 2: The Council will support the participation of persons with I/DD in cross disability, culturally diverse leadership coalitions and groups that address issues of importance to persons with I/DD.

Project Narrative / Methodology (16 pages maximum)

In completing the Project Narrative / Methodology, Applicants must address Objective 1 and Objective 2. Applicants shall respond to the following questions listed below with sufficient detail and in the order as stated.

- 1) In what county or counties will the program take place? Describe why these areas are selected.
- 2) What strategies will be used to recruit and retain persons with I/DD? Describe how assistive technology will be used.
- 3) What steps will be taken to increase the number of persons with I/DD if the number of participants is less than ideal?
- 4) Describe the community partners that are committed to this project. What are their specific roles? Will they be paid by the grant or in-kind? Will you develop an MOU between the various parties?
- 5) How many persons with I/DD do you expect to have trained in leadership skill training as a result of this award?
- 6) Describe the best practice or promising practice curriculum to be used to teach leadership skills training for persons with I/DD. How long has the curriculum been used by the Applicant? Is there any data to support the use of the curriculum for teaching self-advocacy skills?
- 7) How is the program design culturally and linguistically competent, and sensitive to various groups of individuals (age, gender, learning disability)? If changes are necessary, describe how changes will be incorporated.
- 8) State who will conduct the training, and if certification necessary.
- 9) How will community boards/commissions, including any city or school board, or other public member task force be identified for self-advocates to partake on?
- 10) What will the Applicant's role in facilitating this process? How will monitoring be conducted by the Applicant?
- 11) Describe how Applicant will continue the project if grant funding ends.
- 12) Describe what project success looks like, and what you hope to achieve by the end of the first year of funding.

Part 4:

Evaluation (2 pages maximum):

ADDPC requires all funded programs to evaluate their program based on certain performance measures (data). Funded Contractors will be required to track and report on certain performance measures. The Evaluation Narrative shall not exceed 2 written pages. Applicants shall provide a narrative on the following 4 questions:

- 1) How will the Applicant assure that participants have a good understanding of the key program objectives?
- 2) How will the Applicant track participant involvement in the project and their perspective on how their participation impacted their views and social connections?
- 3) Explain what method or approach(s) the Applicant will use to capture all the various performance measures.
- 4) Describe how the performance measures, listed below, will be captured and how this information will be used by the Contractor.

Performance Measures to Track and Report: (to be updated)

- a. The number of people with I/DD who participated in ADDPC supported activities designed to increase their knowledge of how to take part in decisions that affect their lives, the lives of others, and/or systems.
- b. After participation in ADDPC supported activities, the number of people with I/DD who report increasing their advocacy as a result of the grant.
- c. The number of people with I/DD participating in an advocacy activity on a regular basis.
- d. The number of people with I/DD satisfied with a project activity.
- e. The number of people with I/DD who offer peer mentoring to other people with I/DD, as a result of leadership training.
- f. The number of people with I/DD applying or joining a cross disability, culturally diverse leadership coalition or group.

- g. The number of people with I/DD successfully placed on a cross disability, culturally diverse leadership coalition or group.

Deliverables to the ADDPC:

If awarded a contract, grantees will be required to provide the ADDPC quarterly reports and may be asked to present information to the full Council. Reporting to the ADDPC shall include:

1. Quarterly narrative report, based on approved template, that describes the status of your project, implementation plan, and performance measures collected.
2. Fiscal invoicing either monthly or quarterly showing grant dollars and matching dollars spent.
3. Other information deemed necessary by the ADDPC. The ADDPC's Community Relations Specialist will contact Contractors throughout the funded period and Contractors agree to provide information to the ADDPC including, but not limited to interviews from program participants; interviews from the Contractor; pictures of persons with I/DD participating in a program; and site visits.